

WiSACWIS Release Notes

Release 3.0

Services Intake

1. 'JIPS' and 'Delinquency' service type intakes can be created.
2. A new role of 'Delinquent Child' was added as a role on the Participant tab.
3. Two screen in reasons of 'Hold in Custody' and 'Release from Custody' were added to the Basic tab for JIPS and Delinquency service type intakes.
4. A screen out reason of 'Referred to Community Services' was added to the Basic tab for JIPS and Delinquency service type intakes.
5. 'Delinquency' and 'Detention' were added on the Detail tab in the specific services requested group box.
6. 'JIPS' case type was replaced with 'Juvenile Justice' on the Maintain Case window.

Maintain Services

1. A county code was added to the Service Type window. A worker can only add, modify, and view service types for their own county.
2. A county code was added as a view only field to the Maintain Service Type window.
3. A county code was added as a view only field to the Service Rate window.
4. A worker assigned to a user group with 'View All Counties' access has the security to add, modify, and view service types for all counties.

Home Provider

1. A County filter has been added to the Services Tab of the Home Provider Window.
2. This County filter allows only those services to be added that are available for the county of the worker entering the information.

Home Provider - Designated County (See cheat sheet)

1. An 'All Counties/County Filter' button was added to the Services tab of the Home Provider window. This button will allow users to view Service Categories and Service Types (when the County Filter button is selected) for a specific county. The users can also select the All Counties function which will display all of the Service Categories and Service Types for all counties.

Home Provider - Parent Agency History (See cheat sheet)

1. The ability to change the parent agency of a home provider was added to the Home Provider window. A new window will display the history of any parent agency changes.
2. Placements affected by the parent agency change will automatically be closed by the system and automated messages will be sent to the appropriate worker. Placements that override the parent agency rule on the Out of Home Placement window will not be affected.
3. Placement dates can overlap if the old placement is a 1-day placement that is ended with a reason of 'Placement Made in Error'. Payments will not be generated for the 1-day placements made in error.
4. A full month overpayment is generated for 1-day placement that is ended with a reason of 'Parent Agency Update'.

Provider Address Maintenance – Designated County

1. A 'Designated County' field has been added to the Create Physical Address window, providing a drop-down list of Counties to be selected.
2. In order to change the Designated County, users must select the Create Physical Address process. The 'Designated County' field will be enabled and the worker will select the new Designated County. NOTE: after the worker selects the new county, only that new Designated County worker will be able to Maintain that provider.

Private Provider

1. A filter will be added to the processing of the Service Tab of the Private Provider Window so that when service information is entered for a provider only those services offered by the County of the worker entering the information are available.

Private Provider – Designated County

1. An 'All Counties/County Filter' button was added to the Services tab of the Private Provider window. This button will allow users to view Service Categories and Service Types (when the County Filter button is selected) for a specific county. The users can also select the All Counties function which will display all of the Service Categories and Service Types for all counties.

Licensing Home Providers

1. A county field was added to each licensed service type line on the Services tab of the Home Provider window to identify the county associated with the service.

Licensing Home Providers – Designated County

1. A designated county field was added as a view only field to the Home Provider License window. The designated county field identifies the county that has responsibility for the management of the provider. The designated county is defined as the county of the worker who created the provider record.

2. Workers of the designated county manage all aspect of the provider including licensing and re-licensing the provider for their county and other counties. A non-designated worker will not have access to license the provider nor to generate work such as notifications or templates from within the Home Provider License tabs.

Counties will process a request to be licensed with the provider, to an appropriate worker in the designated county. This request is not processed through the WiSACWIS system.

3. The Home Provider License window will open in view mode for non-designated county workers. A non-designated county worker can only add non-licensed service types for the provider.
4. The templates on the Home Provider License window will remain enabled for workers that are identified as 'State Adoptions' or 'BMCW Adoptions' in their worker record. This allows the adoption workers to complete templates for the provider.

Search Provider Service

1. The Search Provider Service window requires Service Category and Service Type selections. The Service Category and Service Type fields will be filtered to offer only the options specific to the county of the worker processing the search.
2. This type of Provider Search is launched for the following types of work:
 - Maintain Treatment Plan Item pop up window
 - CPS Placement Request window
 - Adoption Referral window-matches tab

Out-of-Home Placement / In Home Services

1. On the Service Tab of both the Out-of-Home Placement and In Home Services Windows, a county field has been added.
2. This County field acts as a filter to allow selection of only those Service Categories and Service Types for the county of the worker.

Job Class

1. The Job Class window will be maintained at the County level, and therefore will need to be filtered based on County. For Statewide, the Job Class window will now include a County field, a Report Group field, a 'View all Counties' functionality and a Job Class number edit (which will prevent the same job class number being assigned to different job classes within the same county).

NOTE: this change will be transparent to most workers – only the individual in charge of county specific job class monitoring should have access to this window.

User Groups

1. A check box titled 'View all Counties' has been added to the User Groups Window.

2. When 'View all Counties' is checked for a user group, the county restriction will be lifted from:
 - Service Types
 - Voucher Numbers
 - Job Class
 - Review Pending Checks
 - Check Disposition
 - Provider Overpayments
3. Lifting these restrictions allows workers to modify information for all counties for the areas listed above.

Manage Worker

1. A County field has been added to the Maintain Worker Information Window.
2. This county field acts as a filter and is system generated based on the county of the worker accessing the window.
3. This county filter makes available only those job classes used by the County of the worker enter the information.

Worker Information

1. The Basic tab of the Worker Information window is view only. Supervisors need to access the Maintain Worker Information window to update their worker's basic information.

Safety Assessment

1. The checkbox on the Results tab of the Safety Assessment window was changed from 'Monthly Cause Analysis' to 'Safety Cause Analysis' to match the actual name of the template
2. The 'Monthly Cause Analysis' option on the Results tab of the Safety Assessment window was changed to 'Safety Cause Analysis' to match the actual name of the template.

Process Payments

1. There is a County field that was added to the Payment Request window. The field will prefill with the county of the worker entering the information, and will be disabled. The Service Category and Service Type fields will be filtered according to the county displayed in the county field.

Voucher Numbers

1. A county field was added to the Maintain Voucher Numbers window. This allows the counties to have separate voucher numbers when processing payments. As a result:
 - The Check Write File batch was modified to accept a county parameter.
 - The Checks Printed batch was modified to read a filename with a county code appended to it.
 - The Voucher Worksheet was modified to accept a county parameter.

2. The field will be view only unless the worker is assigned to a user group that has 'View All Counties' access.
3. A worker assigned to a user group that has 'View All Counties' access has the security to modify the voucher numbers for any county.

Calculate Ongoing Amounts

1. A parameter was added to the Calculate Ongoing Amounts batch. This enables the batch to be run for a specific county, multiple counties or all counties. The related reports were modified to break on county criteria.

Create Pending Episode – Driven Payments

1. These payment requests will now be segregated by County.

Create Pending Checks

1. A County code will be added to the check file. The program will create separate payment files by County.
2. The Pending Check Register needs to be sorted by County with a complete summary of information at County breaks and final Statewide totals.

Review Pending Checks

1. A county field has been added to this window, which is system generated based on the county requesting or writing the check.
2. All counties can view all checks
3. If a worker is part of a user group that has 'view all counties', the worker can update and modify checks for all counties.

Manual Checks

1. The Manual Checks window displays the County now.
A filter will only allow a worker to view payments and payment adjustments for his/her county.

Check Disposition

1. A county field was added to the Check Disposition window to display the county where the check originated.
2. The Check Disposition window will open in view mode for workers that are assigned to a different county from the county issuing the check.
3. A worker that is assigned to a user group that has 'View All Counties' access has the security to modify the check disposition for any county.

Checks Write Program

1. A parameter was added to the Check Write Program batch. This enables the batch to be run for a specific county, multiple counties or all counties.

Provider Overpayments

1. A county field has been added to this window, which is system generated based on the county creating the overpayment.
2. If a worker is part of a user group that has 'view all counties', the worker can update and modify checks for all counties.

Overpayment Adjustments

1. The Overpayment Adjustment window is now County specific (similar to the Payment Request window).

EFT Batch

1. A parameter was added to the EFT batch. This enables the batch to be run for a specific county, multiple counties or all counties. The output file was also changed to append the county code to the file.

Outliner

1. The county field will be displayed on the outliner for Provider Tabs as follows:
 - Provider Information: will show "DES: County" to define which specific county is the designated county for this provider
 - Provider Assignments: will show the county of the worker with an assignment to the provider
 - Provider Placement/Services: will show the county of the worker that created the placement
 - Provider Licenses: will show the county of the worker that created the license
 - Provider Checks/Payment Requests/Payment Adjustments: will show the county that issued the payment/check
 - Provider Services: will show the county associated with the service type
 - Provider Parent Agency: will show the parent agency that is listed
2. The county field will be displayed on the outliner for Cases Tabs as follows:
 - Case Information: will show the 'County – Site/Region' of the case
 - Case Assignments: will show the county of the worker with an assignment to the case
 - Case Payments: will show the county that issued a check or created an overpayment adjustment or payment request
 - Case Placements: will show the county of the worker that created the placement

Assignments

1. If there are any pending approvals for the original worker to complete on a case, the case cannot be reassigned. A message will appear saying, 'Pending approvals exist for this worker. Approval process must be completed before assignment can be closed.'

Ticklers

1. The system creates online ticklers to remind workers and their supervisors when particular units of work must be done. The required dates for the completion of

the piece of work, as well as the dates for the initial reminder and the tickler escalations, can vary from County to County.

Templates and Letters

New Templates

1. Foster Home Licensure Notification (CFS-2187)-Launched from the Education Window
2. Foster/Group Home Child Placement Notification- Launched from the Education Window and replaces the Notice to School District template

New Version of Templates

1. Temporary Physical Custody Request/Authorization (JD-1710)

Statewide Templates-Non BMCW Specific

1. Notification of Denial of Kinship Care Payments and Appeal Rights
2. Voluntary Placement Agreement-Foster Home
3. Voluntary Placement Agreement-Group Home
4. Kinship Long-term Agreement (CFS-2190)
5. Out of Home Care Reimbursement App and Determination of Sup. (CFS-205)

Management Reports

1. Statewide reports can be run for a specific county, multiple counties or all counties. When run for all counties, each report will be sorted alphabetically by county and page broken by county. Some reports will display statewide totals.